



# TOWNSHIP OF CHATHAM

58 Meyersville Road  
 Chatham, New Jersey 07928  
[www.chathamtownship.org](http://www.chathamtownship.org)

## APPLICATION FOR A ZONING PERMIT

### Purpose

A zoning permit is required as a condition precedent to the commencement of a use or the erection, construction, reconstruction, alteration, conversion, or installation of a structure or building, which acknowledges such use, structure or building complies with the provision of the municipal zoning ordinances pursuant to the Municipal Land Use Law.

### Instructions

This form must be completed legibly and submitted in its entirety. Fields not completed are not permitted to be completed by municipal staff. All applications shall be submitted with a Certified Scalable Survey of the lot showing the proposed work and all existing principal and accessory structures. Payment must be included with application at time of submitted. Incomplete applications missing survey and payment will not be processed.

The Zoning Official has ten (10) working days to respond to all applications. Applications are processed in the order in which they are received. If approved, all required construction permits must be filed with the Construction Department, if necessary. Applications for construction permits may not be submitted until Zoning Permit has been issued. If denied, the decision may be appealed to the appropriate land use board if applicable. Any deviation from your permit must be approved.

View the Township Zoning Map & Schedule of Zoning Requirements by visiting the Code Book on the Township of Chatham website. Refer to Chapter 30, Land Development. (<https://ecode360.com/35303880>)

FOR OFFICE USE ONLY		
Application Received: / /20	Application #:	Fee: \$75.00
Payment Received: / /20	Check #:	Amount: \$
Applicant was notified of <input type="checkbox"/> approval <input type="checkbox"/> denial <input type="checkbox"/> incompleteness via <input type="checkbox"/> mail <input type="checkbox"/> phone <input type="checkbox"/> email <input type="checkbox"/> in-person		
Zoning Officer, Signature		Date

CONTACT INFORMATION	
Property Owner Name	Street Address
Cell Phone Number	E-Mail Address
Applicant/Agent Name <i>(If Different from Property Owner)</i>	Business Name
Applicant/Agent Phone Number	Applicant/Agent E-Mail Address

PROPERTY INFORMATION		
Block	Lot	Property Zone District
<b>Land Use</b>		
<input type="checkbox"/> Single Family <input type="checkbox"/> Two Family <input type="checkbox"/> Multi-Family; Accessory <input type="checkbox"/> Commercial <input type="checkbox"/> Mixed Use <input type="checkbox"/> Tax-Exempt (Church, School, Etc.)		
<b>Has this property been the subject to any prior action by the Planning Board or Board of Adjustments?</b>		
<input type="checkbox"/> Yes <input type="checkbox"/> No	If "Yes", provide the date, resolution number, and provide a brief explanation:	
<b>DEVELOPMENT INFORMATION</b>		
<i>Application is hereby made for a zoning permit in conformity with the requirements of the Land Development Ordinance (Chapter 30) of the Township of Chatham and any amendments thereto for the following described work:</i>		
<b>Application Type (Select all that apply)</b>		
<input type="checkbox"/> New Construction <input type="checkbox"/> Addition/Alteration <input type="checkbox"/> Deck <input type="checkbox"/> Patio <input type="checkbox"/> Pool (Inground/Above Ground) <input type="checkbox"/> Generator/AC Condenser <input type="checkbox"/> Shed <input type="checkbox"/> Fence <input type="checkbox"/> Retaining Wall <input type="checkbox"/> Exterior Renovations <input type="checkbox"/> Interior Renovations <input type="checkbox"/> Change in Use <input type="checkbox"/> Change in Occupancy <input type="checkbox"/> Sign/Awning <input type="checkbox"/> Driveway/Parking Lot		
<b>Did you include a Certified Scalable Survey of the lot showing the proposed work and all existing principal and accessory structures?</b> <input type="checkbox"/> Yes		
<b>Explain Proposed Work:</b> <i>(Include specifications/dimensions, materials, etc.)</i>		
<b>LOT INFORMATION</b>	<b>Existing</b>	<b>Proposed</b>
<b>Building Height</b>		
<b>Number of Stories</b>		

To the best of my knowledge, all of the above information is correct and I understand that the issuance of this permit does not relieve me from the obligation to obtain any and all permits and/or approvals from any other governmental agency having jurisdiction over the premises, whether local, county, state, or federal, required for the development for which this permit is issued. Failure to obtain all such necessary permits or approvals may result in revocation of this permit.

\_\_\_\_\_  
Property Owner Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Application Signature *(If Different from Property Owner)*

\_\_\_\_\_  
Date